



OFFICE of GOVERNMENT INFORMATION SERVICES

March 14, 2012 – sent via email and U.S. Mail

NATIONAL
ARCHIVES
and RECORDS
ADMINISTRATION

8601 ADELPHI ROAD
COLLEGE PARK, MD
20740-6001

web: www.ogis.archives.gov
e-mail: ogis@nara.gov
phone: 202-741-5770
toll-free: 1-877-684-6448
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Mr. Rich Jones
MuckRock News
DEPT MR 626
P.O. Box 55819
Boston, MA 02205-5819
626-23822388@requests.muckrock.com

In Re: Case No. 201200363
RR:KF

Dear Mr. Jones:

Thank you for contacting the Office of Government Information Services (OGIS). This letter acknowledges our receipt of your email message dated and received by OGIS on March 12, 2012.

As the FOIA ombudsman, OGIS provides facilitation and, where appropriate, mediation services to resolve disputes between FOIA requesters and Federal agencies. Whenever practical, OGIS encourages requesters to exhaust all administrative remedies within an agency before pursuing facilitation or mediation through our office. OGIS does not process requests or review appeals.

Once a case is opened in our office, we conduct fact-finding to gather information and flesh out the issues. This process could include consulting with the requester and contacting the agency to which the original request was made. Depending on what we discover during this phase, OGIS may provide you with details regarding the processing of your request and/or appeal, offer you advice on your request/appeal, work directly with the agency to resolve the issue, or offer formal mediation if our attempts at facilitation are unsuccessful.

Before we can contact the agency, we need your formal permission to allow it to discuss your FOIA request with our office so that we do not violate the Privacy Act of 1974. Enclosed is a document you need to sign and return providing that permission. Once we receive that document, we can contact the agency to begin to discuss your dispute. As an additional first step, it would be helpful if you could provide additional correspondence related to this FOIA request. Specifically, please provide a copy of the agency's response to your FOIA request, your appeal letter, and the appeal response.



Mr. Rich Jones
March 14, 2012
Page 2 of 3

Your participation in formal mediation, and that of the agency, is completely voluntary. You should also know that OGIS does not have authority to order parties to participate in mediation or to order an agency to release material.

Your request for assistance will be handled as quickly as possible. If you wish to contact us before we get back to you, please refer to your name and case number 201200363.

Sincerely,

A handwritten signature in cursive script, appearing to read "Robin Ross", written in a dark ink.

Robin Ross, Staff Assistant
Office of Government Information Services
Enclosure



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In accordance with the Privacy Act of 1974 as amended, I hereby authorize the Office of Government Information Services to make inquiries on my behalf, including the right to review all documentation that OGIS deems necessary regarding the Freedom of Information Act and/or Privacy Act request/administrative appeal that is the subject of my request for OGIS assistance. I understand that any documents I provide to OGIS, except those provided in confidence, may be copied and forwarded to agency officials as a part of the mediation/resolution process. I also authorize any Federal department, agency or component to release to OGIS information and records related to my Freedom of Information Act and/or Privacy Act request/administrative appeal.

Name: Rich Jones
Case No: 201200363

Signature: _____

Date: _____

